

Union Station Homeless Services
INDIVIDUAL VOLUNTEER APPLICATION

Thank you for your interest in volunteering with Union Station Homeless Services. Please read and fill all pages of this application. Please write clearly in print.

CONTACT INFORMATION

Mr. ___ Ms. ___ Other Title _____ Today's Date: ____/____/____

First Name: _____ Last Name: _____

Home Address: _____ City: _____ Zip: _____

Home Telephone: (____) _____ Date of Birth _____
month day year

Work Telephone: (____) _____ Are you UNDER 18 years old?
 Yes No

Mobil Telephone: (____) _____ Type of Work/School: _____

E-mail: _____ Employer/School: _____

Union Station sends a quarterly newsletter to our volunteers and donors to keep them informed on our work and issues affecting our clients. Please check this box if you would NOT like to be added to the newsletter mailing list.

BACKGROUND INFORMATION

Are you completing required hours for school? No Yes
School Name: _____ # of hours required _____ Due date: ____-____-____

Are you completing court appointed hours? No Yes
of hours required _____ Offense: _____ Due date: ____-____-____

Agency Name: _____ Contact: _____ Number: _____

Please check any of the following areas you may have experience in or skills you may have:

- Accounting Arts/Crafts Computers Event Planning Human Resources Food Service
- Legal Office Reception Class B Driving License Plumbing/Handyman Performing Arts
- Childcare Languages: _____ Other: _____

What is your current health condition?
 Excellent Good Okay Poor Explain _____

EMERGENCY INFORMATION

In case of an emergency, whom may we contact? _____
(____) _____
Phone Number Relationship

I hereby certify that all information included in this application form is true and complete.

Signature: _____ Date: ____/____/____

UNION STATION VOLUNTEER OPPORTUNITIES

The following are general areas in which we have volunteer opportunities throughout the year. Please check all areas that interest you:

- ADMINISTRATION**- Office assistance or reception work once or twice a week, Monday-Friday
 - ADVOCACY**- Researching and partaking in homelessness advocacy for specified campaigns
 - ARTS/CRAFTS/COOKING/SOWING**- Teaching arts and crafts to children or adults on a regular or on-call basis
 - PERFORMING ARTS**- Teaching music, theatre, or dance to children on a regular or on-call basis
 - ADULT TUTORING**- Helping our clients with their educational assignments (especially Math and Science)
 - DINNER IN THE PARK** Every year on **THANKSGIVING AND CHRISTMAS**, Union Station and its volunteers serve food to homeless and very low-income families and individuals in Pasadena's Central Park.
_____ I will donate a **cooked** turkey or ham for (circle one or more): Thanksgiving Christmas
_____ I will donate an **uncooked** turkey or ham for (circle one or more): Thanksgiving Christmas
_____ I will volunteer to **cook** a turkey or ham for (circle one or more): Thanksgiving Christmas
 - FACILITIES ASSISTANCE**- Cleaning, painting, electrical, plumbing, weeding, pruning, etc. on an on-call basis
 - FOOD SERVICE**
 Breakfast @ 412 S. Raymond (Adult Center) – 8-11 a.m.
 M T W Th F S

 Lunch @ 412 S. Raymond (Adult Center) – 11 a.m.-2 p.m.
 M T W Th F S

 Breakfast @ 825 E. Orange Grove (Family Center) – 7-9 a.m.
 M T W Th F S
 - MEDICAL ASSISTANCE**- Physical and Mental Health services for clients on a regular basis (must be licensed)
 - LEGAL ASSISTANCE**- Attorney services for clients on a regular basis (must be licensed)
 - IN-KIND DONATIONS SUPPORT**- Assisting in receiving and organizing donations in-kind
 - SOURCES CAREER CENTER**- Clerical support or teaching professionals for our job training program. One morning per week, Monday-Friday
 - SPECIAL EVENTS**- Join a planning committee; prepare for, set up, or volunteer at special events
 - YOUTH ACTIVITIES**- Child care and other youth activities on an on-call basis
 - OTHER:** _____
-
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UNION STATION VOLUNTEER AVAILABILITY

What is the time-span during which you would like to volunteer?

Indefinitely

Only during the following time period: FROM _____ - _____ - _____ THROUGH _____ - _____ - _____

Which days of the week and times periods ARE ABLE to volunteer? Please circle available slots.

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| 6-7am | 6-7am | 6-7am | 6-7am | 6-7am | 6-7am | 6-7am |
| 7-8 | 7-8 | 7-8 | 7-8 | 7-8 | 7-8 | 7-8 |
| 8-9 | 8-9 | 8-9 | 8-9 | 8-9 | 8-9 | 8-9 |
| 9-10 | 9-10 | 9-10 | 9-10 | 9-10 | 9-10 | 9-10 |
| 10-11 | 10-11 | 10-11 | 10-11 | 10-11 | 10-11 | 10-11 |
| 11am-12pm | 11am-12pm | 11am-12pm | 11am-12pm | 11am-12pm | 11am-12pm | 11am-12pm |
| 12-1 | 12-1 | 12-1 | 12-1 | 12-1 | 12-1 | 12-1 |
| 1-2 | 1-2 | 1-2 | 1-2 | 1-2 | 1-2 | 1-2 |
| 2-3 | 2-3 | 2-3 | 2-3 | 2-3 | 2-3 | 2-3 |
| 3-4 | 3-4 | 3-4 | 3-4 | 3-4 | 3-4 | 3-4 |
| 4-5 | 4-5 | 4-5 | 4-5 | 4-5 | 4-5 | 4-5 |
| 5-6 | 5-6 | 5-6 | 5-6 | 5-6 | 5-6 | 5-6 |
| 6-7 | 6-7 | 6-7 | 6-7 | 6-7 | 6-7 | 6-7 |
| 7-8 | 7-8 | 7-8 | 7-8 | 7-8 | 7-8 | 7-8 |
| 8-9 | 8-9 | 8-9 | 8-9 | 8-9 | 8-9 | 8-9 |

Special notes or irregularities to be aware of regarding my schedule:

ORIENTATION CONCLUSIONS

After reviewing the current USHS open volunteer needs, I am most interested in the following positions(s):

Staff Notes:
